

Brittany E. Lutz

From: noreply@civicplus.com
Sent: Monday, March 13, 2023 11:38 AM
To: BOCC Consent
Subject: Online Form Submittal: OUT OF STATE TRAVEL REQUEST APPLICATION

****EXTERNAL EMAIL****

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OUT OF STATE TRAVEL REQUEST APPLICATION

Traveler's Name	Hector Zavala
Dept/Committee	Renew - Crisis
Date of Request	3/13/2023
Travel Type	Out of State Travel
Departure Date	4/17/2023 12:00 PM
Return Date	4/22/2023 8:00 PM
Grant	Yes
Fund/Dept	ARPA
Destination (City, County, State)	Portland, OR
Purpose of Travel	American Association of Suicidology's 56th Annual Conference
Hotel - GSA Rate	152.00
Hotel - Nightly Rate	152.00
Cost Application	Government Rate
Rental Car Required	<i>Field not completed.</i>
Hotel Total	876.28
Conference Fee	1195.00
Daily M&IE at Destination	74.00
Rental Car Cost per day	0

Explanation for Rate (required if hotel cost is greater than per diem, or government rate)	Government rate honored
Air Carrier	n/a
Cost of Flight	0
Total trip cost (Include all cost totals)	2784.40
Preparer's Name	Tina Steinmetz
Preparer's Title	Accounting Technician
Preapproved by EO/DH?	Yes

Use of travel card to fill a rental vehicle gas tank prior to its return is recommended.

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